

Grossmont College School of Nursing

CNSA Chapter **Board Officer Meeting** Agenda

Meeting date and time: 1/21/2020 from 1230-1330 at Panera’s (Grossmont Center)

**Attendance:**

|  |  |  |
| --- | --- | --- |
| **Executive Board** | **Officers** **Spring 2020** | **Present** **(Y / N)** |
| President | Sarah Myers | Y |
| Vice President | Kathryn Follmer | Y |
| Secretary | Erin Strunz | Y |
| Treasurer  | AJ Llanes |  Y  |
| **Board of Directors** |  |  |
| Fundraising Director | AJ Llanes | Y |
| Breakthrough to Nursing Director | Erin Strunz | Y |
| Membership/Communication Director | Alex Fousha | Y |
| Community Health/Activities Director | Emma Macam | Y |
| ICC Representative | Mariah Boelk | Y |
| ICC Representative | Mohammed Rajab | Y |
| **Advisors** |  |  |
| Professor Angela Ngo |  |  Y  |
| Professor Sarah Babini |  | Y |
| Student Success Advisor Judy Medina |  | Y |

1. **Call to Order: 1248**
	1. Moved by: Sarah Myers
	2. Seconded by: Mohammed Rajab
2. **Approval of Agenda:**
	1. Moved by: Sarah Myers
	2. Seconded by: Erin Strunz
3. **Approval of Minutes:** N/A
	1. Moved by: N/A
	2. Seconded by: N/A
4. **Approval of Funds:**

|  |  |  |
| --- | --- | --- |
| **Event** | **Funds Approved Up To** | **Approve****(Yes or No)** |
| Welcome Breakfast first day of each semester (coffee, donuts, bananas, napkins, cups, etc.).  | $200.00 | Yes |
| New Student Orientation’s Breakfast and Lunch + supplies (cups, utensils, etc.).  | $400.00 | Yes |
| Family Day BBQ prior to the start of the Fall semester (food, drinks, utensils, etc.). | $200.00 | Yes |
| Pizza for 2nd CNSA meeting every semester.  | $100.00 | Yes |
| Board Officers Lunch Meeting prior to the beginning of each semester.  | $200.00 | Yes |
| Supplies to make badge reels for fundraising (felties, badge reel bases, glue, etc.). | $200.00 | Yes |
| Supplies to make Valentine’s grams every Spring semester for fundraising (card stock paper, glue, stickers, candy bars, etc.) | $400.00 | Yes |
| Supplies to make Thanksgiving’s grams every Fall semester for fundraising (card stock paper, glue, stickers, candy bars, etc.)  | $400.00 | Yes |
| Purchase of bags, gift cards, greeting cards, and food items to make Thanksgiving baskets for donation | $200.00 | Yes |
| Purchase of bags, ties, and labels for bake sale fundraising | $50.00 | Yes |
| Purchase of supplies to update bulletin board at the beginning of each semester  |  $50.00 | Yes |
| Purchase of CNSA officer’s cords  |  $200.00 | Yes |
| Purchase of nursing bags for fundraiser | $400.00 | Yes |

1. **Planning for Spring 2020 semester**:
	1. Welcome Breakfast on Monday January 27th, 2020 at 7am.

Need volunteers for:

* + - * Judy Medina: Facility request, table in front of room 201, table cloth, and signage
			* Katherine Follmer and Emma Macam: get coffee and coffee makers from Dan and retrieve supplies (creamer, cups, stirs, napkins) from Prof. Ngo’s office.
			* Mariah Boelk: 9 dozen of donut holes
			* Mohammed Rajab: 30 bananas
			* Sarah Myers: Clean-up at 8am
1. Board Officer representative at Faculty Meetings:
	1. Need at least one officer at each meeting

- Erin Strunz Thursday 2/13 2-2:30

- Mariah Boelk Thursday 3/12 2-2:30

- Sarah Myers Thursday 4/16 2-2:30

- Mariah Boelk Tuesday 6/2 2-2:30

1. CNSA-sponsored Volunteer Opportunity:
	1. Hope for the Homeless (date TBA): Kathryn and Emma will bring more information to the next meeting.
2. Vice President:
	1. Speakers:
	* 1st meeting 2/3 Grossmont Alumni, Vanessa Yokum
	* 2nd meeting 3/9 Flight Nurse + Male Nurse
	* 3rd meeting 4/13 TBA
	* 4th meeting 5/11 TBA

Ideas: RN with DUI, RN as Navy recruiter, School Nurse, Prison Nurse, Daniel Diaz resume/interview, travel nurse.

1. **Secretary/ Breakthru To Nursing Director :**
	1. A&P and Micro Classes – Will contact biology department to research dates and times
2. **Treasurer/ Fundraiser Director:**
	1. Starting account balance: $2,656.45
	2. Deposits:
		* Sale of badge reels, scissors, T-shirt, and bags: $522.00
		* Sale of CNSA cords: $90.00
	3. Spending:
		* New Student Orientation breakfast and lunch: $259.93
		* Supplies to update bulletin board: $33.84
		* Board Officers Lunch Meeting on 1-21-2020: $146.97
	4. Suggestions/Ideas for Fundraising:
	* Bake Sale or Good Luck gram? Officers chose Good Luck grams for St. Patrick’s Day.
	* Good luck Grams (message & candy bar for $2.00)
		+ Order by: Monday March 9th 2020
		+ Make by: Saturday March 14th 2020 @ 10am at Prof. Ngo’s house
		+ Deliver by: Week of March 16th 2020
	* ACE Uniform donates $12.00 per jacket sold (awaiting payment)
	* Continue to sell decals, scissors, reels, bags, and T-shirts at NSO and CNSA meetings.
3. **Membership Director/Communications Director:**
	1. Benefit cards: all board members must have one
	2. Update membership roster
	3. Send email/flyer reminders to members one week before and Sunday before each meeting
	4. Make Good Luck gram’s flyer to post around nursing building. Must be stamped by ASGC before posting. Upload flyer on Facebook page and CNSA website.
4. **Community Health/Activities Director:**
	1. Hope for the homeless date TBA, more info at the next meeting
	2. Dodge ball tournament (date TBA)
5. **ICC Representatives:**
* Activities Fair: Date TBA
* Club Fair: Date TBA
1. **Advisors**

 **a.** Judy will make certificates for board members and order CNSA officer’s cords

1. **Adjournment:**

Moved by: Sarah Myers

Seconded by: Katherine Follmer

Meeting Adjourned at: 1350